

Decentralization in working and grievance redressal mechanism

List the names of the faculty members who have been delegated powers for taking administrative decisions.

Mention details in respect of decentralization in working. Specify the mechanism and composition of grievances redressal cell including Anti Ragging Committee and Sexual Harassment Committee.

Majority of the decisions within the department are taken by the respective heads of the departments.

Delegation of Institution level Responsibilities

S.No	Name of the Committee	Faculty Incharge
1	Academic Affairs	All HoD's
2	Academic Affairs Monitoring Council(AAMC)	Dr. J. Vanitha
3	Admission, DOTE	Dr.K.ManikandaKumaran (IT)
4	AU Affiliation , AICTE Approval and COE	Dr. M. Chinnadurai (CSE)
5	ISO MR	Dr. R. Karthi (MBA)&Dr.J.Vanitha (MCA)
6	NAAC & NBA Accreditation & IQAC	Dr. M. Chinnadurai(CSE)
7	Library Advisory Committee	Dr. M. Chinnadurai(CSE)
8	Disciplinary Committee	Dr. S. Krishnamohan (Mech)
10	R&D	Dr.E.EdwardAnand (S&H)
11	Exam Cell	Prof.G.Sundaravadivel (MECH)
12	Stationary Store	General Manager
14	Public Relations & Media Coordination	Prof. K. Nandakumar(EEE)
15	Intercom/P.A. Systems/Projectors/OHPs	Dr.B.Padmanaban (ECE)
16	Electrical Maintenance	Mr.V. Senthilkumar (EO)
18	Website & Domain Mail	Mr.M. Rajeshwar (Programmer)
19	Transport Facilities	Mr.V.Venkatesh (Tr)
20	ISTE Staff & Student Chapters	Prof. S.Senthilkumar (ECE)
21	IEEE Student's Chapter	Dr.G..Ganesan@Subramanian (EEE)
22	ICTACT Coordinator	Dr. S.Chandrasekar
23	IETE Student's Chapter	Dr. D. Devarajan(ECE)
24	IE Student's Chapter	Prof. G. Sundara Vadivel(Mech)
25	Renewable Energy Club	Prof. P.J. Suresh Babu(EEE)
26	Grievance &Redressal Cell	Dr.S.Ponsadai Lakshmi (SAH)
27	Ladies Hostel Deputy Warden	Ms. N. Karthika (Civil)
28	Gents Hostel Deputy Warden	Mr.M. Rajeshwar (Warden)
29	EDC	Prof.S.Palanimurugan (CSE)
30	Training & Placement Cell	Dr. S.Chandrasekar
31	Alumni Association	Prof. V. Sivaramakrishnan (Mech)
32	Sports/Athletics	Mr. D. Velavan (PED)
33	NSS Programme	Prof. V. Sivaramakrishnan (Mech)
34	Youth Red Cross Society	Prof. B.Amalore Naveen Antony (EEE)
35	Citizen Consumer Club	Prof. V. Sivaramakrishnan (Mech)
36	Red Ribbon Club	Prof. V. Sivaramakrishnan (Mech)

A core team comprising of senior faculty members lead the major process in the institute to realize that all the process is followed and are intact. Under the chairmanship of Principal various committees are formed to take care of different academics, curricular activities. The following table provides the details of various committees and coordinators of the committees.

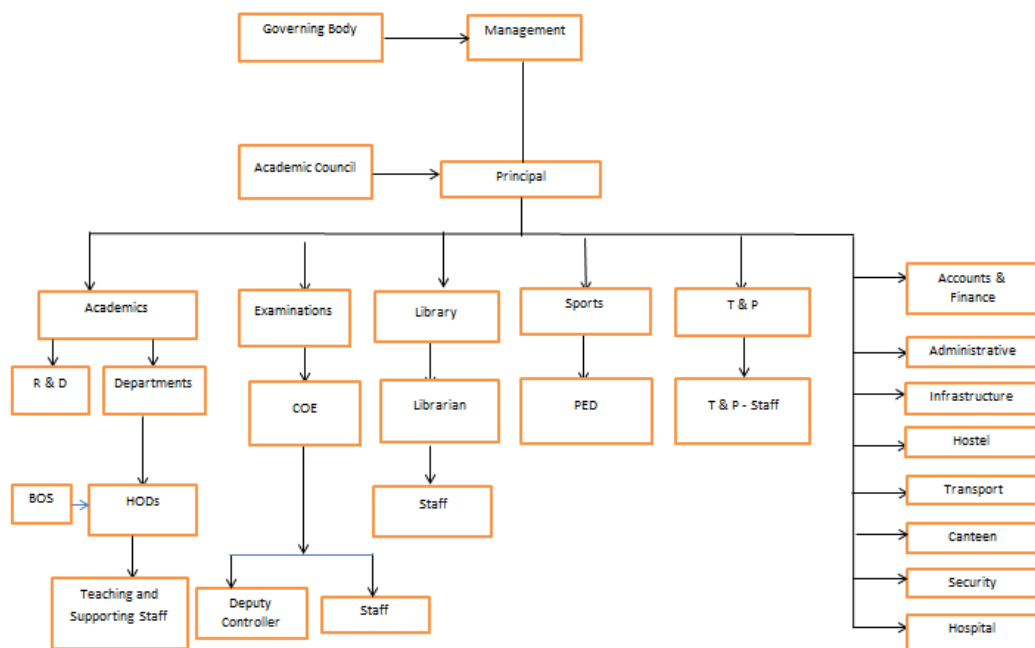
* Statutory and Non-Statutory Committees

Statutory and Non-Statutory Committees and Coordinators

S.No	Committee Name	Committee	Designation	Dept	Mobile No.	Email-Id
		Coordinator				
1.	Governing Body	Dr.S.Ramabalan	Principal	-	9894831458	principal@egepec.org
2.	Anti-Ragging & Discipline Committee	Dr.S. Krishnamohan	Professor	MECH	9843954386	krishnamohan@egspec.org
3.	Planning and Development	Dr.S.Ramabalan	Principal	-	9894831458	principal@egepec.org
4.	Academic Council	Dr.S.Ramabalan	Principal	-	9894831458	principal@egepec.org
5.	Alchol and Drugs Prohibition Committee	Dr.N. Ramanujam	Professor	MECH	9865862541	ramanujam@egspec.org
6.	Finance Committee	Dr.M.Chinnadurai	Professor	CSE	9965528581	mchinna81@gmail.com
7.	Hostel Committee	Dr.M.Chinnadurai	Professor	CSE	9965528581	mchinna81@gmail.com
8.	Women Development Cell	Dr.J.Vanitha	Professor	MCA	9443728519	hodmca@egspec.org
9.	Library Committee	Dr.B.Shanmugam	Chief Librarian	Library	9698007340	balushanmugamvikki@gmail.com
10.	Placement Committee	Dr.S.Chandrasekar	Chief Executive Officer	Placement Cell	9894707007	ceo@egspec.org
11.	Alumni Relations Committee	Dr.V.Sivarama Krishnan	Asso.Prof	MECH	7598690210	sivaramakrishnan@egspec.org
12.	Academic Audit Committee	Dr.J.Vanitha	Professor	MCA	9443728519	hodmca@egspec.org
13.	Research Coordination Committee	Dr.E.EdwardAnand	Professor	S&H	9843445487	alphsedward@gmail.com
14.	Board of Studies	All BOS Chairman	-----	-----	-----	-----
15.	Grievance Redressal Cell	Dr.S.Ponsadai Lakshmi	Professor	S&H	9443493398	ponsadailakshmi@egspec.org
16.	Faculty Appraisal	All HODS & Principal	Principal	-	9894831458	principal@egepec.org
17.	Students Industry Preparatory Wing	Dr.V.Sivaraman	Professor	MECH	9843473434	itmvs@gmail.com
18.	Anti Sexual Harassment Committee (Internal Complaints Committee)	Dr.J.Vanitha	Professor	MCA	9443728519	hodmca@egspec.org

The Institution organizational structure depicts the flow and delegation power at various levels is shown in Figure 10.1.4a.

ORGANISATIONAL CHART



Mechanism and Composition of Grievance redressal System:

The institution has a system to register grievances from students, staff and parents. Suggestion boxes are kept in all the building's entrance. Students and Staff members can register their grievances in GR cell. Grievances are communicated to the grievance and redressal cell by the students, staff and parents through oral communications and in written forms (if necessary).

For all grievances, the corrective action will be taken and communicated to the concerned as soon as possible. Gender issue related problems associated with girl students are addressed by Internal Compliance Committee (Anti-Sexual Harassment cell).

Grievance and Redressal Committee:

Convener-Dr. S. Ponsadai Lakshmi, Professor/Chemistry
 Coordinator - One faculty member from all Dept

Grievance Cell Members Details

S.No.	Name and Department	E – Mail ID
1.	Dr.S.Ramabalan/Principal	principal@egspec.org
2.	Dr.S.Ponsadailakshmi/S&H (Convener)	ponsadailakshmi@egspec.org
3.	Mrs.S.Latha/EEE	latha@egspec.org
4.	Mrs.S.Chitra/ECE	chitra@egspec.org
5.	Mr.G.Prakash/CIVIL	prakash@egspec.org

6.	Mrs.R.Lavanya/IT	lavanya.r@egspec.org
7.	Mr.A.Baskar/CSE	baskar@egspec.org
8.	Mr.K. Balasubramanian/MECH	balamech@egspec.org
8.	Mrs.B.Asha Daisy/MBA	ashadaisy07@gmail.com
9.	MrsA.Hema/MCA	hema@egspec.org
10.	Ms.N.Karthika/Girls Hostel warden	n.karthika@egspec.org
11.	Mr.M. Rajeshwar/Boys hostel warden	rajeshpunnerk@gmail.com

Frequency of the meeting: Semester Once

STUDENT WELFARE COMMITTEES COMPOSITION:

Anti Sexual Harassment:

Convener-Prof. J.Vanitha,ASP/MCA
Coordinator - One faculty member from all Dept.
Members- One lady advocate

INTERNAL COMPLAINTS COMMITTEE

(List of Anti Sexual Harassment Committee Members)

S. No	Name	Designation	E-mail ID
1.	Dr. J.Vanitha	Professor (Convener)	hodmca@egspec.org
2.	Dr.S.Ponsadai Lakshmi	Professor	ponsadailakshmi@egspec.org
3.	Dr.R.Deepa	Asso.Professor	deepa.ar@egspec.org
4.	Mrs.S.Latha	Asso. Professor/ EEE	latha@egspec.org

Also NGO official and Two Girl Student members
Frequency of the meeting: Semester Once

Prohibition of Alcoholism Cell:

Convener-Dr.N.Ramanujam ,Professor , MECH
Coordinator - Dr.R.Ganesan, Professor, BME, EGSPEC
Frequency of the meeting: Semester Once